

**State of Maryland Commission on Civil Rights**  
**Commission Meeting**  
**April 11, 2017 – 10am**  
**MINUTES**

**Commissioners Present:** Shawn M. Wright, Esq., Chairperson; Dominique S. Moore, Esq.; Roberto N. Allen, Esq.  
**Present via Conference Call:** Laura Esquivel; Gina McKnight-Smith, PharmD, MBA  
**Management Present:** Alvin O. Gillard, Executive Director; Cleveland L. Horton, II, Deputy Director; Nicolette Young, Assistant Director; Glendora C. Hughes, General Counsel  
**Staff Present:** S. Spencer Dove, Executive Associate; Tara Taylor, Director of Education & Outreach; Towanda Oliver, Esq., Education & Outreach Associate; Angela Hall, Administrative Specialist

ITEM	SUMMARY	ACTION
<b>Call to Order</b>	1. Meeting called to order at 10:05am.	None.
<b>Approval of Minutes</b>	1. Motion to approve the February, 2017 minutes by Commissioner McKnight-Smith; seconded by Commissioner Moore; motion carries unanimously.	Minutes approved.
<b>Chairperson's Report</b>	1. None.	None.
<b>Executive Director's Report</b>	1. Welcome to Angela Hall and Towanda Oliver to the MCCR family. We are very excited to have them at MCCR. They have already hit the ground running and been incredible help to their respective units. 2. Want to recognize the entire staff for the great work that is being done to enforce Maryland's anti-discrimination laws while getting out in the community to spread the word about how MCCR can be of service. 3. 2017 Goal: Outreach. We do an incredible job with education and training, but we must do more to further our work in the field of outreach. Staff encouraged to become involved in outreach efforts. Staff will be equipped with necessary knowledge and materials in the next month to be ready for meeting the goal. Want to move from a Baltimore-centric posture to a Statewide-centric posture. 4. Want to recognize and congratulate Tara Taylor for the launch of the Maryland Equity & Inclusion Leadership Project (MEILP). Visited the inaugural classes March 23 and 24. 38 students in the inaugural class. <i>Chair mentions that Commissioners should contact the Executive Director about participating in the MEILP program, either observing or participating, if possible. Schedule will be developed and shared with Commissioners.</i> 5. Maryland Association of Human Rights Agencies meeting next week. Most important item on agenda is the planning for a statewide event that will hopefully be hosted in the fall that will focus on civil and human rights. More information to come.	None.
<b>Deputy</b>	1. Reviewed submitted written report.	None.

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<b>Director's Report</b>	<ol style="list-style-type: none"> <li>On pace to meet contracts with the EEOC and HUD.</li> <li>Marked increased in monetary benefits in March, 2017. There is no particular reason for the increase. It just happens that way depending on the merits of the case and what can be agreed to by the parties based on the nature of the complaint.</li> </ol>	
<b>Assistant Director's Report</b>	<ol style="list-style-type: none"> <li>Reviewed submitted written report.</li> <li>2016 Financial Disclosure is due April 30, 2017. Please remember to submit that ASAP. If you have any questions or issues, please contact Young Smith at the Maryland State Ethics Commission. Will recirculate the email with the link on it.</li> <li>We are now 100% staffed - 31 of 31 positions are filled. One new Case Processing staff on maternity leave just prior to transferring into MCCR from another agency. Hoping to introduce her to the Commissioners at the June meeting.</li> </ol>	None.
<b>Education &amp; Outreach Director's Report</b>	<ol style="list-style-type: none"> <li>April is Fair Housing Month. Kicking it off with a public workshop this evening at Baltimore City Community College. Also doing a number of other trainings to organizations throughout the month.</li> <li>Training &amp; Education Report now has details about new outreach efforts conducted by the agency. MCCR is targeting new partnerships and areas to improve agency outreach.</li> <li>Discussed the first meeting of the Maryland Equity and Inclusion Leadership Program. 38 individuals from all over the state. There is also a good mix of federal/state and local government, educational institutions, private industry, nonprofits, community groups. Furthermore, there is a good mix of the different levels of leadership/management within their organization in the class, from CEOs down to the lower levels. Will be thinking about how, next time, to get the word out to better enhance the diversity among races, cultures, religions, etc.</li> </ol>	None.
<b>General Counsel's Report</b>	<ol style="list-style-type: none"> <li>Reviewed submitted written report.</li> <li>Discussed the legislation that MCCR was tracking and took a position on during the 2017 Legislative Session, which ended on Monday, April 10, 2017 at midnight. <i>Chair suggests June meeting to discuss how MCCR can prepare for the 2018 Session, in time for deadlines in September, 2017.</i></li> </ol>	None.
<b>Old Business</b>	<ol style="list-style-type: none"> <li>None.</li> </ol>	None.
<b>Executive Session</b>	<ol style="list-style-type: none"> <li>None.</li> </ol>	None.
<b>New Business</b>	<ol style="list-style-type: none"> <li>None.</li> </ol>	None.
<b>Good &amp; Welfare</b>	<ol style="list-style-type: none"> <li>Commissioners will still work to do a "retreat" for the benefit of the body.</li> </ol>	None.

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<b>Adjournment</b>	1. Meeting adjourned at 12:04pm.	Adjourned.
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